



Financial Information

To pay for living expenses and other costs, several different resources are available for students desiring an education at Central Christian College of the Bible. Degree-seeking students are eligible to receive Central's Full-Tuition Scholarship. Central also participates in the following federal programs: PELL and FSEOG Grants, Federal Subsidized and Unsubsidized Stafford student loans, and Federal PLUS loans. In addition, a limited number of on- and off-campus Federal Work-Study jobs are available for students. For more information on how to apply for financial aid, consult the Financial Aid Handbook online at www.cccb.edu/finaidhandbook.

CHARGES AND FEES

Charges and fees are itemized on our website at www.cccb.edu/costs. Send any questions concerning charges and fees to the Chief Financial Officer, 911 East Urbandale Drive, Moberly, MO 65270 or by email at cfo@ccb.edu.

CERTIFICATE ENROLLMENT FEE

Students pursuing ministry certificates are charged for the course of study they are interested in. The fee applies the first semester a student enrolls in the certificate and covers the advising and instruction cost for those studies.

CHANGE OF PROGRAM FEE

After completing 60 hours, students who change their degree or ministry program will be charged this fee to begin their new course of study.

CHANGE OF SCHEDULE FEE

Students who add a course, drop a course, or change sections of a course are assessed a flat fee for changing their schedule.

COURSE OVERLOAD FEE

Students who take 19 or more hours through Central are charged a fee for each credit hour over 18.5.

COURSE RETAKE FEE

Students who drop or fail a course will be charged an hourly fee when they retake the same course. This charge is applied the second time a course is taken.

DUAL ENROLLMENT FEE

Students who are simultaneously enrolled at Central and a partner institution are charged a fee each semester to cover costs of coordinating schedules, financial aid, and billing. The student's tuition at the partner institution is covered by the Full-Tuition Scholarship.

**GRADUATION FEES**

When completing a degree, a student is charged for the expenses of a diploma and commencement. A diploma fee is charged for a replacement diploma.

INCOMPLETE REGISTRATION FEE

Returning students have until July 1 to complete their schedule, confirm their Residence Hall status, and pay a \$200 non-refundable deposit either through personal funds, financial aid, or other verified funding source(s). Otherwise they are charged this fee. Students enrolling for the first time have until August 1 to complete required forms and pay their deposit to avoid this fee.

INDEPENDENT STUDY FEE

Students who register for independent studies are charged an hourly rate, unless they do not receive the Full-Tuition Scholarship, in which case they pay tuition.

LATE REGISTRATION

Students who start the registration process after 3:00 pm on the last day of registration are charged per credit enrolled for late registration.

MATRICULATION FEE

Students who enroll at Central for the first time are charged the matriculation fee at registration. It covers set-up of student records and financial aid, academic inventories, academic scheduling, transcript evaluation, and guidance to develop a plan of study towards a degree.

PRIVATE MUSIC INSTRUCTION

Students may enroll in private piano, guitar, voice, or organ lessons, if available.

REACTIVATION FEE

A student who returns to Central after two or more consecutive semesters of non-enrollment is charged a fee to re-establish their enrollment and scholarship.

RESIDENCE HALL CHARGES

Residence Hall students are charged room & board to cover the cost of housing, utilities, and 16 meals per week in the dining hall. Students can choose to pay an additional fee if space availability allows for a double- or single-occupancy room.

SEMESTER FEES

The semester fees cover various student services for students who are enrolled in classroom courses, whether living in a Residence Hall or off-campus. These include Library usage (and limited printing), intercollegiate & intramural sports, college e-mail account, personal mailbox, expenses for student-led ministries, attendance at various banquets, student identification card, parking permit, admission to most College events, and computer lab access. Semester fees for online students cover access to online resources and technical support.



TUITION CHARGES

A flat tuition charge is applied to the bill of all full-time students. Part-time students are charged an hourly rate. Students qualifying for the Full-Tuition Scholarship receive a credit equal to the amount of tuition. Students whose tuition is not fully covered by scholarship must pay the difference at registration.

FINANCIAL ASSISTANCE

VETERANS AID

Financial assistance may be available to veterans of the armed services or their dependents. Questions concerning eligibility should be directed to the nearest Veterans Administration Office. Once eligibility has been established, please notify the Financial Aid Office. To begin the application process, the appropriate admissions procedures must be followed at www.gibill.va.gov.

VOCATIONAL REHABILITATION BENEFITS

Students who have a disability may qualify for benefits under a Vocational Rehabilitation program. Questions concerning eligibility should be directed to the Office of Vocational Rehabilitation in the student's home state or district.

CAMPUS EMPLOYMENT

Central offers a limited amount of on-campus and off-campus work-study employment opportunities. Office work, tutoring, computer technical support, and library jobs are available for qualified students.

Many students prefer to work on campus. Central does hire students for non-work-study positions on campus. Jobs available include workers in the maintenance department, the offices, and the dining hall. Students who are interested can download a job application from the College website.

WEEKEND MINISTRY OPPORTUNITIES

Employment in some part-time ministry capacities is generally available in connection with the many congregations within a one or two-hour drive of the campus. Such opportunities serve to reinforce the Christian education at Central as students find immediate application for what they are learning.

OFF-CAMPUS EMPLOYMENT OPPORTUNITIES

Numerous employment opportunities become available every year in the Moberly area. Many employers call our offices and request workers. Because of the excellent work record and dependability exhibited by former students, a student who wants to work can usually find a job.

FINANCIAL POLICIES

Students are expected to pay bills in a timely manner. Such financial integrity is expected of Christian leaders and must be demonstrated in order to be enrolled as a student at Central.



FEDERAL RETURN OF FUNDS POLICY

The U.S. Department of Education has developed software for colleges to calculate the return of Title IV funds. Central will use this software to calculate the appropriate return of funds for students who officially withdraw from all classes and have received Federal Title IV financial aid for the current semester of enrollment. Central will provide upon request a printout of the calculation formula generated by the software.

In many instances, students whose accounts were "paid in full" at the beginning of the semester may end up owing Central after withdrawing due to the differences in the General Refund Policy of Central and the Federal Return of Funds Policy. Other students who have received federal grant funds to pay for non-institutional costs may end up owing repayments to both Central and the federal government.

REFUND POLICY

No refunds on any fees or charges will be given to students who are dismissed or who officially withdraw from all or a portion of their classes or programs.

The following exceptions will be honored.

1. If a student has received orders to report for Active Duty in the Military, the student must present a copy of their military orders.
2. If a student is suspended in an effort to rehabilitate and is expected to do so.
3. If a student becomes unable to attend school due to a medical condition, the student must present a written medical release from attending classes from his/her doctor.
4. If a student's immediate family has an emergency because of major illness, death, or other family loss which would cause undue hardship for the family if the student remained enrolled, that student may be considered for a refund. A written request must be submitted by the student's parent or guardian and the student explaining the situation and requesting to be excused from further class attendance.

All documentation for refunds must be presented to the Chief Financial Officer for approval. Approved refunds are based on the date of submission. If approved, a student will receive a grade of W for all withdrawn courses, which will not affect the student's GPA. However, those courses will be included in the calculation of the student's completion ratio.

If a student meets one of the above exceptions and gets the approval of the Chief Financial Office, then a refund will be credited to the student's account in the following manner. During the first week, the student will get a 90% refund of student fees and room & board. After the first week, refunds will be prorated according to the academic ratio and room & board according to the number of days remaining in the semester. Refunds will only be given on student fees and



room & board. No refunds will be given on any other fees or charges, including double or single room upcharges.

REGISTRATION PAYMENT POLICY

In order to attend classes, a student's bill is to be paid in full by the Monday following registration week. The following exceptions will be honored:

1. If a student has completed the process for federal financial aid, the College will require only that the student pay the obligation that will remain after application of this aid and the Full-Tuition Scholarship, if applicable. Completion of the federal financial aid process includes completing all forms required to receive the aid, including, but not limited to, the FAFSA (Free Application for Federal Student Aid), tax returns, and loan documents (if applicable). Completion also includes satisfying the requirements of verification, if selected.
2. The College may consider non-federal awards (from churches, service clubs, or other promised awards) and decrease the payment required prior to attending classes by the amount of such awards only if the College receives written notice stating the award name, sponsor, amount, date of disbursement, and notice of no award restrictions.
3. If the student has a signed payment plan in place and is current on that plan. However, if student terminates the plan or defaults on the plan, full payment is due immediately.

If the College determines that the student's financial aid will not be available, the student shall be notified in writing of the remaining obligation. The student shall have seven days from the date of notification to settle the remaining obligation. Nonpayment will result in the student's withdrawal from the College.

FULL-TUITION SCHOLARSHIP

Every degree-seeking student is eligible to receive a Full-Tuition Scholarship from Central. This scholarship drastically reduces the cost of attending college and provides students the opportunity to graduate without the burden of educational debt. The amount of the tuition scholarship is determined by the following guidelines:

- The amount of tuition scholarship received will cover the full cost of up to 18 credit hours a semester.
- The student must meet Central's Satisfactory Academic Progress policies.
- Any part-time prospective student may take one course for two semesters at a nominal fee without paying tuition.
- Paid staff members of a congregation and their spouses who are already college graduates may take one course per semester at no charge for continuing education with proper documentation from the church's leadership.



Financial Information

The presence of outside scholarships or grants does not reduce the full-scholarship amount. Central's scholarship(s) will be credited to the student's account who meets all eligibility and maintenance requirements. The full-tuition scholarship may consist of restricted internal scholarships awarded by Central based upon the qualifications, need, and GPA of the recipient student.

SCHOLARSHIP REDUCTIONS

A student's Full-Tuition Scholarship may be reduced if the student fails to meet any of the following criteria:

- A scholarship student is expected to make Satisfactory Academic Progress (SAP) as detailed below. A student who fails to maintain SAP may lose some or all internal aid.
- A scholarship student is required to complete at least 80% of the expected Christian Service Hours in a semester. Failure to complete these hours by the end of the semester will result in a reduction of the tuition scholarship to 80% for the next semester.
- A scholarship student is expected to attend at least 80% of the required chapel services in a semester. Failure to attend these services in person or through approved alternatives will result in a reduction of the tuition scholarship to 80% for the next semester.

FINANCIAL AID APPLICATION PROCESS

In order to receive federal aid, the Free Application for Federal Student Aid (FAFSA) should be completed as soon as the family's tax returns for the previous year are filed. Central's federal school code is **014619**. Students who have completed their FAFSA and Central's application processes will receive an Award Letter listing the federal and institutional aid for which they qualify.

LOSING FINANCIAL AID

Students maintain Satisfactory Academic Progress (SAP) by earning a minimum cumulative GPA of 2.00 and a course completion rate (PACE) of 70%. These are also the minimum academic requirements to graduate. If it is determined at any point that a student will not be able to achieve the GPA or the PACE of the degree requirements, that student's Federal Financial Aid will cease.

A student may only receive financial aid for up to 150% of the total hours required for a single degree program. (Example: A student pursuing a degree requiring 132 hours can receive the tuition scholarship for up to 198 hours.) This cap will include the amount of hours a student has attempted at CCCB, as well as all credit hours that have been transferred in to the student's degree program. This 150% restriction applies both to federal aid and the Full-Tuition Scholarship.

WARNING

A student is placed on *Academic & Financial Aid Warning* when either of the following conditions are true: A CGPA below 1.70 (less than 30 hours earned) or



2.00 (30+ hours earned) OR a PACE below 50% (less than 30 hours earned), 60% (30-59 hours earned), or 70% (60+ hours earned).

A student placed on Academic Warning will be notified by the Financial Aid and/or Academic Office. Students who have been placed on Academic Warning have one (1) semester to regain SAP or be placed on Academic Suspension. While on Academic Warning, the student will make an Academic Recovery Plan (ARP) with their Academic Advisor for the semester. If a student regains SAP after one semester on Academic Warning, they will be notified by the Financial Aid and/or the Academic Office. (*More information about Academic Recovery Plans is described in the Academic Policies section of this catalog.*)

SUSPENSION

A student is placed on *Academic & Financial Aid Suspension* when either of the following is true: A student receives a semester GPA below 0.70 (leads to immediate suspension without a semester of warning) OR a student has not regained SAP after a semester on Academic Warning.

A student placed on Academic Suspension will be notified by the Financial Aid and/or Academic Office. Suspended students may only enroll after successfully reapplying. However, students on suspension may not receive federal or institutional aid, take more than two courses per semester, seek a degree or certificate, or live in on-campus housing.

While under suspension, a student may regain SAP by regaining CGPA of 2.00 and a completion rate of 70%. Once it is determined that a student has regained SAP, the student will become degree-seeking and all internal and federal aid will once again be available.

Students on Academic Suspension have one (1) year to appeal the suspension, at least two months before the re-entry term the student desires to return. Student appeals must explain why they failed to achieve SAP and what has changed that will allow them to make SAP in the future. Appeals regarding academic suspension or warning should be made to the Vice President of Academics and will be decided by the Academic Policies Committee.

If the Academic Policies Committee approves the appeal, enrollment and financial aid may be reestablished and the student will be placed on Academic Probation.

PROBATION

A student who successfully appeals Suspension is placed on *Academic & Financial Aid Probation*. However, the tuition scholarship for that student will be limited to 50% until SAP has been recovered. While on Academic Probation, a student must establish and follow an ARP. Students on Academic Probation must earn a semester GPA of at least 2.00 and a completion rate of at least 67%. Failure to follow the ARP will result in Academic Suspension the following semester.



FINANCIAL AID APPEALS

A student has the right to appeal any decision for removal or reduction of scholarships within 10 days of notification. Appeals must be made in writing through the Financial Aid Director to the Financial Aid Appeals Committee, which presides over all federal aid and internal aid appeals. Its members are the Registrar, the Financial Aid Director, and the Vice President of Academics. Votes may be obtained by individual consultation, e-mail, or meeting vote. Majority vote will rule all appeals. The committee has no authority to waive academic requirements for continued enrollment.

RETURNING STUDENTS

A student who wishes to pre-register for the Fall semester must by July 1 make a non-refundable deposit of \$200, less all pending federal financial aid. This deposit is not a fee, but is applied to the student's account for the Fall semester.

A student who desires federal financial aid to be applied to the pre-payment must have completed the FAFSA by June 1. The FAFSA must contain a valid EFC (Expected Family Contribution) number. Pending Aid of \$200 by July 1 may include any one of the following:

1. A personal payment
2. Pell Grant
3. Student Loan (if all necessary work is complete and submitted by June 1)
4. Outside scholarships applied to the student's account.

Students who fail to complete the FAFSA or do not make the pre-payment in a timely manner are charged the incomplete registration fee for the Fall semester.